

**From:** [R6HarveyFSC](#)  
**To:** [R6HarveyInfo](#)  
**Subject:** FW: TA Amendment needed before you voucher - Hurricane Harvey  
**Date:** Tuesday, September 26, 2017 7:45:36 AM

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**From:** Rogers, Joan  
**Sent:** Tuesday, September 26, 2017 7:45:34 AM (UTC-06:00) Central Time (US & Canada)  
**To:** R6HarveyFSC  
**Subject:** RE: TA Amendment needed before you voucher - Hurricane Harvey

I traveled to Houston on 9/8 and traveled home on 9/24.

-Joan

Joan Rogers  
U.S. EPA  
77 W. Jackson Blvd  
Chicago, IL 60604  
312-886-2785  
Rogers.joan@epa.gov

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**From:** R6HarveyFSC  
**Sent:** Monday, September 25, 2017 4:45 PM  
**To:** Rogers, Joan <rogers.joan@epa.gov>; R6HarveyFSC <R6HarveyFSC@epa.gov>  
**Subject:** Re: TA Amendment needed before you voucher - Hurricane Harvey

What are the dates of your travel?

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**From:** Rogers, Joan  
**Sent:** Monday, September 25, 2017 1:37 PM  
**To:** R6HarveyFSC  
**Subject:** RE: TA Amendment needed before you voucher - Hurricane Harvey

Hello.

I have forwarded this email to our Administrative Assistant because I don't know how to split the accounting accordingly.

I arrived to Houston on 9/8. The email below is for travel from 9/12. Is there any additional instructions for the travel codes for 9/8-9/11?

Thank you.

-Joan

Joan Rogers  
U.S. EPA  
77 W. Jackson Blvd  
Chicago, IL 60604  
312-886-2785  
[Rogers.joan@epa.gov](mailto:Rogers.joan@epa.gov)

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**From:** R6HarveyFSC

**Sent:** Monday, September 25, 2017 10:37 AM

**To:** R6HarveyFSC <[R6HarveyFSC@epa.gov](mailto:R6HarveyFSC@epa.gov)>

**Subject:** TA Amendment needed before you voucher - Hurricane Harvey

A new mission assignment (MA) was enacted on 9/22/17. All TA's that include 9/22/17 and later need to be amended so a new line of accounting can be added and a percentage charged to the new MA. Pls do not create a voucher until the TA has been amended.

Example: Travel from 9/12/17 – 9/26/17

10 of the 15 days (67%) will be charged to **20162017** BR 06L0X13 303DC6 H001

5 of the 15 days (33%) will be charged to **20172018** BR 06L0X13 303DC6 H001

If you are in Region 6 or have the 17 Harvey Relief Crossfund label, amend TA and sign so it routes for processing. We will fix the accounting when it comes through us for review/approval.

If your Funds Control Officer (FCO) input the original Harvey accounting directly onto your TA, please contact your FCO to have them add the new line of accounting.

Thank you,  
Harvey Finance Team